

REQUEST FOR COUNCIL ACTION

SUBJECT: Resolution authorizing the Mayor to sign the Local Planning Resource Program Agreement with Wasatch Front Regional Council to prepare a plan for the City Center TOD at the Redwood Road Station.

SUMMARY: The City has been awarded a grant of \$25,000 from the Wasatch Front Regional Council to prepare a plan for the City Center TOD at the Redwood Road Station. It is through the Local Planning Resource Program. In addition the city received another grant from the Utah Transit Authority of \$25,000 for the same project. Matching funds of \$25,000 are budgeted for this purpose from the City Redevelopment Agency.

FISCAL IMPACT: Staff time and matching funds from the City Redevelopment Agency.

STAFF RECOMMENDATION:


Approve a resolution authorizing the Mayor to sign the Local Planning Resource Program Agreement with Wasatch Front Regional Council to prepare a plan for the City Center TOD at the Redwood Road Station.

MOTION RECOMMENDED:


"I move to approve Resolution # 15-40 authorizing the Mayor to sign the Local Planning Resource Program Agreement with Wasatch Front Regional Council to prepare a plan for the City Center TOD at the Redwood Road Station."

Roll Call vote required

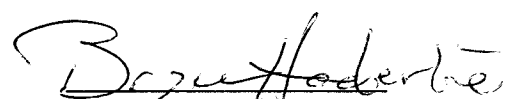
Prepared by:


Tom Burdett
Development Director

Reviewed by:


Jeff Robinson
City Attorney

Recommended by:


Bryce Haderlie
Interim City Manager

BACKGROUND DISCUSSION:

The City has been awarded a grant of \$25,000 from the Wasatch Front Regional Council to prepare a plan for the City Center TOD at the Redwood Road Station. It is through the Local Planning Resource Program. In addition the city received another grant from the Utah Transit Authority of \$25,000 for the same project. Matching funds of \$25,000 are budgeted for this purpose from the City Redevelopment Agency.

Since the awarding of the two grants, the collaborating entities have distributed a Request for Proposal (RFP) from WFRC pre-qualified consultants. After reviewing the proposals the entities have selected a consulting team headed by IBI to perform the work. Other members of the team include Lewis, Young, Robertson & Burningham and the Babcock Design Group. A scope of work has been prepared in concert with a schedule of tasks for completion. Included is a public involvement element. The deliverables included an adoption of a preliminary development plan for zoning and project area plan for the RDA.

This Resolution authorizes the Mayor to sign the Local Planning Resource Program Agreement with Wasatch Front Regional Council to prepare a plan for the City Center TOD at the Redwood Road Station. The project is ready to launch immediately.

THE CITY OF WEST JORDAN, UTAH

A Municipal Corporation

RESOLUTION NO. 15-40

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A LOCAL PLANNING RESOURCE PROGRAM AGREEMENT WITH WASATCH FRONT REGIONAL COUNCIL TO PREPARE A PLAN FOR THE CITY CENTER TOD AT THE REDWOOD ROAD STATION

Whereas, the City of West Jordan has been awarded a grant of \$25,000 from the Wasatch Front Regional Council to prepare a plan for the City Center TOD at the Redwood Road Station through the Local Planning Resource Program; and

Whereas, in addition, the city has received a grant from the Utah Transit Authority of \$25,000 for the same project; and,

Whereas, matching funds of \$25,000 are budgeted for this purpose from the City Redevelopment Agency; and,

Whereas, the collaborating entities have distributed a Request for Proposal (RFP) from WFRC pre-qualified consultants and have selected a consulting team headed by IBI to perform a scope of work with a schedule of tasks for completion; and,

Whereas, the City Council authorizes the Mayor to sign the Local Planning Resource Program Agreement with Wasatch Front Regional Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH:

Section 1. The Mayor is hereby authorized to sign the Local Planning Resource Program Agreement between the City of West Jordan and Wasatch Front Regional Council.

Section 2. This Resolution shall take effect immediately.

Adopted by the City Council of the City of West Jordan, Utah, this _____ day of _____ 2015.

KIM V. ROLFE
Mayor

ATTEST:

Melanie Briggs, City Clerk

VOTING BY THE CITY COUNCIL:

Jeff Haaga

Judy Hansen

Chris McConnehey

"AYE"

"NAY"

Res. 15-40

Chad Nichols
Ben Southworth
Justin D. Stoker
Mayor Kim V. Rolfe

_____	_____
_____	_____
_____	_____
_____	_____



LOCAL PLANNING RESOURCE PROGRAM AGREEMENT

WASATCH FRONT REGIONAL COUNCIL

PROJECT NO: _____

EFFECTIVE DATE: _____

1. **CONTRACTING PARTIES:** This agreement ("Agreement") is between the Wasatch Front Regional Council, referred to as WFRC and the Consultant shown below, referred to as "CONSULTANT." THE LOCAL GOVERNMENT is in agreement with the CONSULTANT'S (1) executive summary, (2) detailed work plan, (3) project team / staffing plan, (4) approach, and (5) schedule.

Consultant Name: IBI Group
Legal Status of Consultant: Partnership
Address: 10 Exchange Place, Suite 112, Salt Lake City, Utah, 84111
Phone Number: (801) 532-4233 Fed ID No: 95-3268721

1. **REASON FOR CONTRACT:** The WFRC desires to supplement the work of its staff by engaging additional qualified assistance to complete the work required in the suggested time frame and the CONSULTANT is professionally qualified and willing to assist the WFRC with the work outlined in the Attachment A.
2. **PROJECT / CONTRACT PERIOD:** The project / Agreement will terminate on December 31, 2015, unless otherwise extended or canceled in accordance with the terms and conditions of this Agreement.
3. **CONTRACT COSTS:** The CONSULTANT will be compensated a maximum amount for costs authorized by the Agreement as described in Attachment C.
4. **ATTACHMENTS:** Included as part of this contract are the following attachment
Attachment A – Standard Terms and Conditions
Attachment B – Scope of Work and Services To Be Provided by the Consultant
Attachment C – Consultant Budget
Attachment D – Local Government Understanding and Agreement

The parties below hereto agree to abide by all the provisions of this Agreement. IN WITNESS WHEREOF, the parties sign and cause this Agreement to be executed.

CONSULTANT
By: D.B.

WASATCH FRONT REGIONAL COUNCIL
BY: _____

Date: February, 10, 2015

DATE: _____

CERTIFICATION OF CONSULTANT

I hereby certify that I, Peter Pillman, am a duly authorized representative of the Consultant and that neither I nor the above CONSULTANT I hereby represent has:

- (a) Employed or retained for commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this Agreement,
- (b) Agreed, as an express or implied condition for obtaining this contact, to employ or retain the services of any firm or person in connection with carrying out the Agreement, or
- (c) Paid, or agreed to pay to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Wasatch Front Regional Council, and the Federal Highway Administration in connection with this Agreement if it involves participation of Federal-Aid Funds, and is subject to applicable State and Federal laws, both criminal and civil.

February 10, 2015

Date



CONSULTANT Signature / Title

CERTIFICATION OF THE WASATCH FRONT REGIONAL COUNCIL

I hereby certify that I am a duly authorized representative of the Wasatch Front Regional Council, and that the above CONSULTANT or its representative has not been required, directly, or indirectly as an express or implied condition in connection with obtaining or carrying out this Agreement, to:

- (a) Employ or retain, or agree to employ or retain, any firm or person, or
- (b) Pay, or agree to pay, to any firm, person, organization, any fee, contribution, donation, or consideration of any kind; expect as hereby expressly stated (if any):

Date

WFRC Signature / Title

ATTACHMENT A

Standard Terms and Conditions

1. Employment of CONSULTANT

The WFRC hereby agrees to engage CONSULTANT, and CONSULTANT hereby agrees to perform the services identified in Attachment A based on the budget in Attachment C.

2. Scope of Services by CONSULTANT.

Consultant shall perform these services at the direction of WFRC in accordance with commonly accepted professional standards and to WFRC's satisfaction without increase or decrease in cost or fee payable to Consultant. WFRC reserves the right to refine or amend these work tasks, as necessary.

3. Contract Changes.

Changes to this Contract may be made at any time with the written approval of both parties. In the event that a proposed change in scope proposed by either party will result in an increase or decrease in the agreed contract price, Consultant will notify WFRC before performing or amending such work. The parties will negotiate an appropriate price adjustment and will execute a modification to this contract before commencing or amending such work. Such modifications will be identified as Change Orders and will be numbered consecutively beginning with the number "1".

4. Project Oversight.

WFRC will be responsible for supervisory project management, including approval of schedules and schedule changes, approval of Consultant work, payment of invoices, and coordination with other Project participants. The WFRC Project Manager assigned to this Project is Wayne Bennion, Transportation Engineer.

6. Personnel.

Consultant represents that it has, or will obtain at its own expense, all personnel required to perform the services under this Agreement and all personnel engaged in the work shall be fully qualified and shall be authorized under State and local laws to perform such services.

7. Subcontractors.

Consultant shall not employ subcontractors in performance of this work unless approved in writing by the WFRC.

8. Time Performance.

The services of Consultant are to commence immediately after the execution of this Agreement and shall be completed no later than four (4) months from the date of this Agreement unless this date is extended by contract amendment. In the event Consultant's services are suspended, delayed, or interrupted for the convenience of the WFRC, no additional cost shall accrue and no additional compensation shall be made as a result of such suspension, delay or interruption.

9. Compensation.

It is hereby understood and agreed that CONSULTANT will provide services to the WFRC for a maximum cost of **\$ 75,000.** For all services and materials pertinent hereto, CONSULTANT shall bill WFRC monthly for work completed by the CONSULTANT. The CONSULTANT acknowledges that work under this contract may not result in expenditure of all funds authorized.

10. Method of Payment.

Consultant shall submit an invoice to the WFRC Project Manager every month. Invoices must identify costs by work task. Labor hours shall be directly traceable and supported by monthly time sheets, and such documentation shall be made available to the WFRC upon request. Copies of receipts, bills, or other documentation supporting direct charges shall be made available to the WFRC upon request. To avoid imposing undue hardship on CONSULTANT, the WFRC shall pay CONSULTANT for all undisputed accounts, shown on the invoice, as soon as possible after receiving the invoice.

11. Records.

CONSULTANT shall maintain complete and accurate records with respect to costs incurred under this Agreement. All such records shall be maintained on a generally accepted accounting basis and shall be clearly identified and readily accessible. CONSULTANT shall provide free access to such pertinent portions of books and records to the representatives of the WFRC at all proper times. The WFRC shall have the right to examine and audit the same, and to make transcripts therefrom as necessary and to allow inspection of all work data, documents, proceedings and activities related to this Agreement for a period of three (3) years from the date of final payment under this Agreement. All accounting records shall readily provide a breakdown of costs charged to this Agreement. Such records, together with supporting documents, shall be kept separate from other documents and records and shall be maintained for a period of three (3) years after receipt of final payment.

12. Products.

This contract is for such time and materials as may be necessary to complete the tasks identified in Attachment B.

13. Disputes.

It is WFRC's desire and intent to resolve any issues arising during the Project through informal means rather than through a formal process. If CONSULTANT and the WFRC Project Manager are unable to satisfactorily resolve an issue, it shall be referred to the WFRC Executive Director for resolution prior to commencing any formal disputes resolution.

The federal Contract Disputes Act of 1978, as amended (41 U.S.C. 601-613) will govern all formal disputes. Formal disputes or claims will be submitted in writing to the WFRC Executive Director. All disputes will be adjudicated by WFRC. After exhausting these steps, CONSULTANT may proceed with litigation.

14. Termination of Agreement.

The WFRC shall have the right to terminate this Agreement by giving written notice to CONSULTANT of such termination and specifying the effective date thereof. In the event of termination or upon completion of contractual obligation, all finished documents, data, studies, surveys, drawings, maps, photographs, and records prepared by CONSULTANT shall become the WFRC's property, and

CONSULTANT shall be entitled to receive just and equitable compensation for any work completed to WFRC's satisfaction on such documents and other materials, said payment to CONSULTANT or reimbursement to the WFRC (whichever the case may be) shall be based upon the time and expense records required to be kept by CONSULTANT in accordance with paragraph 10 of this Agreement.

15. Law Abiding.

CONSULTANT shall observe and comply with all federal, state and local laws, ordinances or regulations affecting their employees, or those engaged by CONSULTANT on the project for the materials or equipment used or for the conduct of the work, and will procure all necessary licenses, permits and claims arising out of any acts of CONSULTANT occurring during this agency relationship.

16. Trust.

CONSULTANT represents that it has not employed or retained any company or person and that it has not paid, or agreed to pay, any company or person any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from award or making of this Agreement. For breach or violation of this warranty, the WFRC shall have the right to annul this Agreement without liability.

17. Certification Regarding Debarment, Eligibility, Indictments, Convictions or Civil Judgments.

CONSULTANT represents that it or any person associated therewith in the capacity of director, officer, principal investigator, project director, manager, auditor, or any position involving the administration of Federal Funds, except as may be noted, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal agency, nor has been in the last three years.

18. Certification Regarding Restrictions on Lobbying.

CONSULTANT represents that no appropriated federal funds will be used for activities precluded by Title 31 U.S.C, Section 1352. CONSULTANT hereby certifies compliance with this provision under this Project.

19. Interest of Members of WFRC and Others.

No officer, member or employee of the WFRC and no member of its governing body, and no other public official of the governing body of the locality or localities in which the Project is situated or being carried out who exercised any functions or responsibilities in the review or approval of the undertaking or carrying out of this Project, shall participate in any decision relating to this Agreement which affects his personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

20. Findings Confidential.

No reports, information, data, or other Project materials given to, prepared, or assembled by CONSULTANT shall be made available to any individual or organization by CONSULTANT without the prior written approval of the WFRC, except as required by law or subpoena.

21. Publication, Reproduction and Use of Material.

No reports, maps or other documents produced under this Agreement shall be subject of an application for copyright by or on behalf of CONSULTANT. The WFRC shall have the authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, or other materials prepared under

this Agreement. Original documents, methodological explanations, drawings, designs, and reports generated by this Agreement shall belong to and be the property of WFRC in accordance with accepted standards relating to public works contracts. Any additional copies, not otherwise provided for herein, shall be the responsibility of WFRC.

Documents, including drawings and specifications, prepared by CONSULTANT pursuant to this Agreement are not intended or represented to be suitable for reuse by WFRC or others. Any reuse of completed documents, or use of partially completed documents, without written verification or concurrence by Consultant for the specific purpose intended will be at WFRC's sole risk and without liability or legal exposure to Consultant; and WFRC shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting from re-use or misuse.

22. Limitation of Rights.

The services to be performed by CONSULTANT are intended solely for the benefit of the WFRC. Nothing contained herein shall confer any rights upon, or create any duties on, the part of CONSULTANT toward any person or persons not a party to this Agreement, including, but not limited to, any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

23. Hold Harmless.

CONSULTANT shall defend, indemnify and save harmless the WFRC, and its officers and employees, from and against any and all damages to property or injuries to or death of any person or persons, including property and employees or agents of the WFRC, for any and all claims, demands, suits, actions, or proceedings, including workers' compensation claims, to the extent they result from or arise out of the sole tortuous or negligent acts, errors, or omissions of CONSULTANT, its agents, officers and employees.

The WFRC shall defend, indemnify and save harmless CONSULTANT, and its officers and employees, from and against any and all damages to property or injuries to or death of any person or persons, including property and employees or agents of CONSULTANT, for any and all claims, demands, suits, actions, or proceedings, including workers' compensation claims, to the extent they result from or arise out of the sole tortuous or negligent acts, errors, or omissions of the WFRC, its agents, officers, employees, or subcontractors.

24. Insurance.

CONSULTANT maintains, at its own expense, workers compensation, commercial general liability (professional liability @ \$500,000 per occurrence), and automobile liability insurance policies with limits at or above that which is reasonably required in the industry for comparable planning studies and will, upon request, furnish certificates of insurance to the WFRC.

25. Independent Contractor.

CONSULTANT shall be an independent contractor in the performance of services herein.

26. Notices.

Any notices required to be given in writing under this Agreement may be given by enclosing the same in a sealed envelope, postage prepaid, and depositing the same in the United States Postal Service by

certified mail addressed as follows, or through use of other mail courier services that can be adequately traced:

Peter Pillman
Director
IBI Group
10 Exchange Place, Suite 112
Salt Lake City, Utah, 84111

Andrew Gruber
Executive Director
Wasatch Front Regional Council
295 North Jimmy Doolittle Road
Salt Lake City, UT 84116

27. Representative of WFRC.

The WFRC's representative in the performance, implementation, and administration of this Contract shall be the member of the WFRC staff designated to act on his behalf of the Executive Director as Project Manager for this Project as identified in paragraph 4 (Project Oversight) above. All direction and official communication to CONSULTANT shall be from such single source.

ATTACHMENT B

Scope of Work and Services

SCOPE OF WORK DOCUMENTS:

The following elements are the scope of work items to be completed

WEST JORDAN CITY CENTER STATION AREA PLAN SCOPE OF WORK

PROJECT APPROACH

IBI Group has assembled a team of architects, planners and urban designers with TOD and station area experience throughout the country that will create a station area plan that accounts for market conditions, first and last mile principles and transit oriented development designs. Our approach follows time tested transit oriented design principles, providing a flexible framework for the City Center development. Below is a brief description of our approach for the Station Area Plan at the West Jordan City Center. Concurrent with the Market Analysis we will begin the Station Area Plan process. This process is divided into three general categories. These categories include:

- Discovery
- Enrichment
- Solutions

DISCOVERY OBJECTIVE

The objective of the DISCOVERY phase is to understand the characteristics for the City Center site physically, economically, and existing regulations. We will also finalize the working team, coordinate with the City Staff on evaluating existing conditions, gathering information, preparing existing conditions reports, base maps and identify key development opportunities in order to propel the project vision.

The DISCOVERY phase of work will include addressing and facilitating a greater understanding of the key issues and guiding principles. This work will become the foundation for building the City Center master plan, as well as the framework for testing alternatives and the document goals and objectives. The discovery phase includes tasks 1-3. During this phase we will complete the following:

- Existing Conditions Survey & Mapping
- Periodic meetings at IBI Group offices
- Identify Key Development Sites
- Existing Conditions Report

PROJECT INITIATION AND MANAGEMENT

IBI Group will meet with City Staff, UTA and WFRC to create a steering and technical advisory committee. The following work plan outlines our scope of work, which is consistent with the deliverables requested in the RFP. Tasks and deliverables included for this phase of work include:

- One meeting with City Staff and key stakeholders to establish steering and technical advisory committees and to clarify the scope of work, goals, objectives and expectations
- Review past and present planning and/or development efforts

- Prepare summary of project goals, objectives and expectations
- One meeting with City Staff to review current general plan, zoning ordinances and policies as well as current or future development plans
- Identify key partners that have interest and can provide direction to West Jordan City Center Development Plan

Task 1 - Market Analysis

An important part of creating a responsive station area plan for the West Jordan City Center is to have a realistic look at the market opportunities that each scenario will provide. These opportunities should be viewed through the economic potential each presents. Understanding the current market conditions and the opportunities for funding will set the stage in implementing public infrastructure that will encourage private partnering in the area. LYRB will provide a clear look at these opportunities. In addition they will look at the economic impact on each alternative to understand the project ability to increase tax base. This is an added value to the City that will enhance our understanding of each alternative by understanding the economic implications of each. The narrative below provides a more detailed understanding of our economic approach to the West Jordan City Center Station Area Plan.

Analysis of Current Market Conditions – LYRB will analyze current market conditions for the Center Station Area, including vacancy rates, land uses, land values, and future demand. LYRB will coordinate with contacts in local real estate brokerage and development communities to vet data and ensure that current trends in the market are considered.

Review of Redevelopment Funding Options – LYRB will review the Agency's existing project areas and their budgets and provide recommendations on possible RDA funding options. LYRB has extensive experience in this area, successfully creating over 45 new project areas across the state in the past 8 years and providing annual RDA management services to over a dozen local government entities.

Provide Tax Revenue Projections – LYRB will provide sales tax and property tax projections for the three future land use scenarios which will be provided. This will help the entity envision the financial ramifications to the City's future sustainability.

SITE RESEARCH AND ANALYSIS

We will work with the team to create an existing conditions report and identify key development opportunity areas. We will seek insight regarding current opportunities and constraints, as well as solicit the staff's ideas for their vision of this area. This will help us discover key issues. We will gather this information from the City from our first project meeting.

CONNECTIVITY, LAND USE, AND URBAN CHARACTER

Understanding the context for the area where the City Center is located is a key to enhancing the opportunities for future development. We will look at the broader pedestrian shed to understand the first and last mile opportunities for the West Jordan City Center. This will allow us to evaluate the capacity of these facilities to accommodate potential growth in TOD development and expansion based on potential master plan alternatives.

IBI Group will review and document existing ordinances and transportation policy within the City Center along 7800 South and Redwood Road. We will look at obstacles and connection opportunities (pathways and bridges) to the West Jordan Civic Campus. The culmination of this work will result in a clear understanding of how these elements are either working together or against each other under current circumstances. It will also begin to illuminate opportunities, conflicts and needs.

- Topographic analysis, current land-uses to remain and opportunities for infill.
- Existing utilities, easements, roadways, trails, sidewalks and open spaces.
- Adjacent land-use opportunities and constraints

- Site walk review and analysis to field verify, observe and evaluate infrastructure and land use elements.
- Prepare existing conditions report including:
- Prepare existing land use and development exhibits.
- Summary of the existing ordinance and mobility policies.
- Prepare opportunities and constraints exhibit based on “survey”.

We will also work with City Staff to assess and document existing land uses within the study area, focusing on existing urban design and streetscape features, existing land uses, building types, overall condition and character and housing and economic disparities within study area. We will evaluate the existing roads and external mobility opportunities. Research and analysis will include:

Task 1 - Deliverables:

- Market Analysis
- Analysis of Current Market Conditions
- Review of Options
- Provide Tax Revenue Projections
- Existing Conditions Report
- Existing Transportation Policy and TSOD Ordinance Review
- Opportunities and Constraints Map
- First and Last Mile Opportunities

Task 2 – Enrichment Land-Use Alternatives

ENRICHMENT OBJECTIVE

During the ENRICHMENT phase we will take our project understanding and begin to develop three alternatives, leverage opportunities and define potential solutions to identified obstacles. We will magnify the City’s vision into practical opportunities of “what could be” dreams of the City’s vision and brainstorming!

The ENRICHMENT phase will also define the skeleton or framework for appropriate and context sensitive solutions by enriching existing assets and defining opportunities. The enrichment phase allows us to provide the requested three alternative development scenarios.

We propose that these scenarios look at varying levels of intensity of the proposed land-uses within the context of your current TSOD ordinance. Along with these intensities we will look at differing configurations and layouts for streets, pathways, open space networks and buildings. Each will provide a different combination and allow for meaningful input from the committees. As previously discussed we will provide a tax benefit analysis of the each scenario to balance the planning implication with economic opportunities for the City of West Jordan and development partners.

The Enrichment Phase provides input and feedback regarding high level redevelopment framework alternatives based on technical and steering committee framework. Through this phase we will create the three scenarios for public review and input. We propose that this public meeting take place in either West Jordan City Hall, Veridian Library or the Rock Church. These alternative plans will address elements such as mobility, open space networks, buildings, and character for the station area plan. During the discovery phase we will review the following:

- Emerging trends and issues for TOD
- Create development relationships to opportunities
- Potential pedestrian and bicycle improvements and lateral connections to housing within the community

- Infrastructure considerations

FUTURE LAND USE PLANS CONCEPT ALTERNATIVES (3)

Based on findings from previous tasks we will prepare three alternative plans to describe organizational options regarding basic elements of mobility and land use. These alternatives will identify and describe:

- Key development sites
- Existing building characteristics
- Mix of uses
- Neighborhood linkages
- Streetscape improvements
- Access and circulation
- Transit facilities
- Infrastructure concept improvements

WEST JORDAN CITY CENTER CONCEPT PLAN ALTERNATIVES

The draft station area concept plans will provide detail on the following:

- Street locations
- Building pad locations
- Building massing
- Open Space network
- Pedestrian Circulation
- Streetscapes
- Character

Task 2 – Land-use Enrichment Deliverables:

- Framework Plans
- Three alternative concept master plans
- Proposed Land-use Plans
- Mobility Plans – intermodal interfaces and connections (pedestrian, bicycle, vehicular)
- Offsite connections

Task 3 – Public Workshop Facilitation/Scenario Development

We will work with City Staff in preparation for a public meeting where they will present the alternative plans for review and comment by the public. After the meeting we will meet with staff to review feedback and to further the alternatives discussion.

We will provide graphic materials for a web base interactive site. We will also look at interactive web based outreach sites such as Mind Mixer to provide a broad public input platform for the West Jordan City Center Station Area plan.

Task 3 - Public Meeting Deliverable:

- Three alternatives plans for the West Jordan City Center Station Area Plan
- Public workshop demonstrating existing conditions and City Center development alternatives
- Summary report of workshop alternatives
- Web based quality to information for West Jordan

Task 4 – Solutions Small Area Plan

OBJECTIVE:

During the solutions phase we will take the information for the Discovery and Enrichment Tasks to formulate the Urban Design Plan and Final Report. Collaborating with City staff, we will refine the desired vision and goals into a plan that can be adopted by West Jordan City as a guiding document for future development. The Solutions Phase will also give the public, Planning Commission and City Council the opportunity to review and comment regarding the plan.

PREFERRED ALTERNATIVE PLAN SMALL AREA PLAN REFINEMENTS

After we receive input from the City we will prepare a preferred alternative that takes the best of each plan, based on input from the technical and advisory committee, and create a preferred alternative. This plan will provide a long term vision of the station area. The plan will show

- Sidewalks
- Building Locations
- Open Space Network
- Bicycle infrastructure
- Landscaping and Street Treatments
- Lighting
- Street furniture
- Storm water retention areas
- Right of way needs to facilitate an appropriate street network
- Review and make recommendations regarding pedestrian and bicycle facilities within the study area
- Land-use areas (for future regulatory framework)
- Land-use development areas
- Street locations
- Landscape treatments
- Open space and plazas

Task 4 Small Area Plan Deliverables:

- Establish recommendations to City Code and Ordinances.
- Recommendations for future regulations
- Tax implications for preferred alternative
- City Center Master Plan Report.
- Development phasing/ Capital improvements Summary
- Steps for future implementation checklist
- Development pro forma
- Final Report and Adoption (two Planning Commission and two City Council meetings)
- Final Small Area Plan three hard copies, electronic PDF, all native files used to produce graphics and the final document
- Preliminary development master plan approval

ATTACHMENT C

Budget

Budget

The total of monthly payments should not exceed the lump sum amounts shown below:

IBI Group
\$75,000

West Jordan – Tom Burdett - Client Project Manager

- (1) Completion: All work shall begin with seven (7) days of the notice to proceed and shall be completed by DATE: December 31, 2015
 - (2) Project / Contract Period: The project / contract will terminate on DATE: December 31, 2015, unless otherwise extended or canceled in accordance with the terms and conditions of this contract. If additional time is required beyond the project completion date, the CONSULTANT shall submit a "Contract Time Extension Modification" to the WASATCH FRONT REGIONAL CONCIL for approval and processing.
- (a) Certification of Insurance

ATTACHMENT D

Local Government Understanding and Agreement

CONSULTANT INFORMATION

Consultant Name: IBI Group
Contact Person: Ray Whitchurch
Contact Address: 10 Exchange Place, Suite 112, Salt Lake City, Utah, 84111
Contact Phone: (801) 532-4233

The LOCAL GOVERNMENT has reviewed the consultant's qualifications, scope of work, schedule, budget, and deliverables and agrees with such.

Further, the LOCAL GOVERNMENT is committed to working with both the CONSULATANT and the WFRC to make this effort a success.

Further, the LOCAL GOVERNMENT will provide all needed support and assistance as outlined in the scope of work.

A LOCAL GOVERNMENT representative, listed above or otherwise modified in writing, will manage the project with support and assistance from WFRC and will provide periodic updates of the project's progress to the LOCAL GOVERNMENT governing body, appointed boards or commissions, and interested LOCAL GOVERNMENT stakeholders.

WFRC will compensate the consultant pursuant to the terms of the Agreement, with review and consultation from the LOCAL GOVERNMENT.

Finally, it is understood that the governing body of the LOCAL GOVERNMENT will in earnest consider the final products for formal adoption.

Date

Mayor



IBI Group
10 Exchange Place – Suite 112
Salt Lake City, Utah 84111 USA
tel 801 532 4233
fax 801 532 4231

November 21 2014

Val John Halford
Wasatch Front Regional Council
295 Jimmy Doolittle Road
Salt Lake City, UT 84116

**RE: WEST JORDAN CITY CENTER STATION AREA PLAN
– REQUEST FOR POOL LETTER OF QUALIFICATIONS**

Dear Selection Committee,

IBI Group is pleased to submit our proposal for the West Jordan Town Center Small Area Plan. Our team has been carefully assembled to meet the needs of creating a plan that will formulate a vision for this important area of West Jordan City. We understand many of the key issues for this area, having worked with West Jordan in a TSOD PC district recently. We have added to our team Darin Bell of Babcock Design Group to coordinate with the development community and Kelly Pfost of LYRB to for market analysis and strategic implementation of markets and redevelopment. Each member of our team has exceptional experience in their expertise.

Our team has local and national expertise on the development of transit oriented small area plans. This experience provides us with a global view of transit station area plans, while at the same time a clear understanding to the local conditions. Coupled with our established excellence in urban design, land-use regulation and first and last mile strategies, we believe that our team is the most qualified to create a station area plan that will meet your goals in a creative and practical fashion.

We look forward to assisting the city of West Jordan fulfill its vision for the area and are excited for this opportunity.

We are looking forward to working with you.

Sincerely,
IBI Group


Peter Pillman
Director


Ray Whitchurch
Associate, Project Manager

Project Understanding

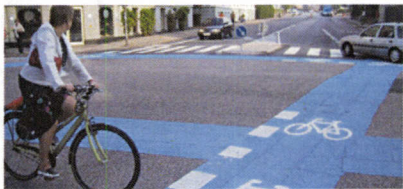
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IBI Group's planning practice draws together the many strands of urban design required to create inspiring environments.



Pedestrians Linkages



Bike-Friendliness

Introduction

In 2011 the Utah Transit Authority completed the Mid-Jordan line. Along this line are several transit stops with five located within West Jordan City. Each of these stops provides West Jordan City the opportunity to create transit villages. The most critical of these villages within West Jordan is the Town Center Stop because it sets a precedent for the other West Jordan transit villages. The City of West Jordan is partnering with the Utah Transit Authority (UTA) and Wasatch Front Regional Council (WFRC) to create a station area plan around the West Jordan Town Center Stop. Being a leader in TOD design, IBI Group understands that in creating a successful station area plan and transit oriented development, providing clear routes for transit access or first and last mile analysis is critical. This analysis provides enhanced ridership opportunities and furthers the mission of UTA.

Through the years West Jordan has been working to enhance the City Center to allow for more residential, office and commercial around the existing City Hall. Because of this, several important properties have already been consolidated. This includes an old strip mall that is now being occupied by the Jordan School District, a single owner trailer park and other parcels that will contribute to the West Jordan Town Center. Integrating the proper TOD planning principles into this Center will help establish this area adjacent to City Hall as the Downtown District of West Jordan. It will provide opportunities to satisfy the needs younger families and provide transportation choices for those who work and live there.

The private sector will play a major role in fulfilling the vision for the Town Center District. Although TOD principles are important, it is crucial that they provide flexibility to investors to adapt to real estate market conditions and end user needs. The master plan should be calibrated to the local environment and expectations of the City and its Citizenry. A successful master plan establishes clear expectations of the development community while meeting the vision and goals for the transit stop. The West Jordan Town Center master plan should also create interest from developers and investors.

Our team of experienced urban designers understands that a successful town center and TOD is more than a collection of multifamily units and the plan must strike a balance between housing, retail and office to maintain a vibrant center. In addition, the town center must take advantage of local traffic as a part of the overall plan. This is done by understanding the parking needs of a successful TOD and integrating them into the overall plan, ensuring a successful and distinct experience. Our planning team seeks to understand the local needs while providing insight into the application of TOD principles. This will add vibrancy and create an innovative Town Center master plan while balancing quality expectations for the investment community.

Project Approach

2

Project Approach

IBI Group has assembled a team of architects, planners and urban designers with TOD and station area experience throughout the country that will create a station area plan that accounts for market conditions, first and last mile principles and transit oriented development designs. Our approach follows time tested transit oriented design principles, providing a flexible framework for the Town Center development. Below is a brief description of our approach for the Station Area Plan at the West Jordan Town Center. Concurrent with the Market Analysis we will begin the Station Area Plan process. This process is divided into three general categories. These categories include:

- Discovery
- Enrichment
- Solutions.

Discovery

Discovery Objective

The objective of the DISCOVERY phase is to understand the characteristics for the Town Center site physically, economically, and existing regulations. We will also finalize the working team, coordinate with the City Staff on evaluating existing conditions, gathering information, preparing existing conditions reports, base maps and identify key development opportunities in order to propel the project vision.

The DISCOVERY phase of work will include addressing and facilitating a greater understanding of the key issues and guiding principles. This work will become the foundation for building the town center master plan, as well as the framework for testing alternatives and the document goals and objectives. The discovery phase includes tasks 1-3. During this phase we will complete the following:

- Refine Scope & Goals
- Existing Conditions Survey & Mapping
- Periodic meetings at IBI Group offices
- Identify Key Development Sites
- Existing Conditions Report

Project Initiation and Management

IBI Group will meet with City Staff, UTA and WFRC to create a steering and technical advisory committee. The following work plan outlines our scope of work, which is consistent with the deliverables requested in the RFP. Tasks and deliverables included for this phase of work include:

- One meeting with City Staff and key stakeholders to establish steering and technical advisory committees and to clarify the scope of work, goals, objectives and expectations
- Review past and present planning and/or development efforts
- Prepare summary of project goals, objectives and expectations
- One meeting with City Staff to review current general plan, zoning ordinances and policies as well as current or future development plans.
- Identify key partners that have interest and can provide direction to West Jordan Town Center Development Plan

Task 1 - Market Analysis

An important part of creating a responsive station area plan for the West Jordan Town Center is to have a realistic look at the market opportunities that each scenario will provide. These opportunities should be viewed through the economic potential each presents. Understanding the current market conditions and the opportunities for funding will set the stage in implementing public infrastructure that will encourage private partnering in the area. LYRB will provide a clear look at these opportunities. In addition they will look at the economic impact on each alternative to understand the project ability to increase tax base. This is an added value to the City that will enhance our understanding of each alternative by understanding the economic implications of each.

Project Approach

2

The below list provides a more detailed understanding of our economic approach to the West Jordan Town Center Station Area Plan.

- **Analysis of Current Market Conditions** – LYRB will analyze current market conditions for the Center Station Area, including vacancy rates, land uses, land values, and future demand. LYRB will coordinate with contacts in local real estate brokerage and development communities to vet data and ensure that current trends in the market are considered.
- **Review of Redevelopment Funding Options** – LYRB will review the Agency's existing project areas and their budgets and provide recommendations on possible RDA funding options. LYRB has extensive experience in this area, successfully creating over 45 new project areas across the state in the past 8 years and providing annual RDA management services to over a dozen local government entities.
- **Provide Tax Revenue Projections** – LYRB will provide sales tax and property tax projections for the three future land use scenarios which will be provided. This will help the entity envision the financial ramifications to the City's future sustainability.

SITE RESEARCH AND ANALYSIS

We will work with the team to create an existing conditions report and identify key development opportunity areas. We will seek insight regarding current opportunities and constraints, as well as solicit the staff's ideas for their vision of this area. This will help us discover key issues. We will gather this information from the City from our first project meeting.

CONNECTIVITY, LAND USE, AND URBAN CHARACTER

Understanding the context for the area where the town center is located is a key to enhancing the opportunities for future development. We will look at the broader pedestrian shed to understand the first and last mile opportunities for the West Jordan Town Center. This will allow us to evaluate the capacity of these facilities to accommodate potential growth in TOD development and expansion based on potential master plan alternatives.

IBI Group will review and document existing ordinances and transportation policy within the Town Center along 7800 South and Redwood Road. We will look for obstacles and connection opportunities (pathways and bridges) to the West Jordan Civic Campus. The culmination of this work will result in a clear understanding of how these elements are either working together or against each other under current circumstances. It will also begin to illuminate opportunities, conflicts and needs.

- Topographic analysis, current land-uses to remain and opportunities for infill.
- Existing utilities, easements, roadways, trails, sidewalks and open spaces.
- Adjacent land-use opportunities and constraints
- Site walk review and analysis to field verify, observe and evaluate infrastructure and land use elements.
- Prepare existing conditions report including:
 - Prepare existing land use and development exhibits.
 - Summary of the existing ordinance and mobility policies.
 - Prepare opportunities and constraints exhibit based on "survey".

We will also work with City Staff to assess and document existing land uses within the study area, focusing on existing urban design and streetscape features, existing land uses, building types, overall condition and character and housing and economic disparities within study area. We will evaluate the existing roads and external mobility opportunities. Research and analysis will include:

Project Approach

2

Task 2 – Enrichment Land-Use Alternatives

ENRICHMENT OBJECTIVE

During the ENRICHMENT phase we will take our project understanding and begin to develop three alternatives, leverage opportunities and define potential solutions to identified obstacles. We will magnify the City's vision into practical opportunities of "what could be" dreams of the City's vision and brainstorming!

The ENRICHMENT phase will also define the skeleton or framework for appropriate and context sensitive solutions by enriching existing assets and defining opportunities. The enrichment phase allows us to provide the requested three alternative development scenarios.

We propose that these scenarios look at varying levels of intensity of the proposed land-uses within the context of your current TSOD ordinance. Along with these intensities we will look at differing configurations and layouts for streets, pathways, open space networks and buildings. Each will provide a different combination and allow for meaningful input from the committees. As previously discussed we will provide a tax benefit analysis of the each scenario to balance the planning implication with economic opportunities for the City of West Jordan and development partners.

The Enrichment Phase provides input and feedback regarding high level redevelopment framework alternatives based on technical and steering committee framework. Through this phase we will create the three scenarios for public review and input. We propose that this public meeting take place in either West Jordan City Hall or the Rock Church. These alternative plans will address elements such as mobility, open space networks, buildings, and character for the station area plan. During the discovery phase we will review the following:

- Emerging trends and issues
- Create development relationships to t opportunities.
- Potential pedestrian and bicycle improvements and lateral connections to housing within the community.
- Infrastructure considerations.

FUTURE LAND USE PLANS CONCEPT ALTERNATIVES (3)

Based on findings from previous tasks we will prepare three alternative plans to describe organizational options regarding basic elements of mobility and land use. These alternatives will identify and describe:

- Key development sites
- Existing building characteristics
- Mix of uses
- Neighborhood linkages
- Streetscape improvements
- Access and circulation
- Transit facilities
- Infrastructure concept improvements

WEST JORDAN TOWN CENTER CONCEPT PLAN ALTERNATIVES

The draft station area concept plans will provide detail on the following:

- Street locations
- Building pad locations
- Building massing
- Open Space network
- Pedestrian Circulation
- Streetscapes
- Character

Task 3 – Public Workshop Facilitation/Scenario Development

We will work with City Staff in preparation for a public meeting where they will present the alternative plans for review and comment by the public. After the meeting we will meet with staff to review feedback and to further the alternatives discussion.

We will provide graphic materials for a web base interactive site. We will also look at interactive web based outreach sites such as Mind Mixer to provide a broad public input platform for the West Jordan City Center Station Area plan.

Project Approach

2

Deliverable:

- Three alternatives plans for the West Jordan Town Center Station Area Plan
- Summary report of workshop alternatives
- Public workshop demonstrating existing conditions and town center development alternatives
- Web based quality to information for West Jordan

- Land-use development areas
- Street locations
- Landscape treatments
- Open space and plazas

Task 4 – Solutions Small Area Plan

OBJECTIVE:

During the solutions phase we will take the information for the Discovery and Enrichment Tasks to formulate the Urban Design Plan and Final Report. Collaborating with City staff, we will refine the desired vision and goals into a plan that can be adopted by West Jordan City as a guiding document for future development. The Solutions Phase will also give the public, Planning Commission and City Council the opportunity to review and comment regarding the plan.

PREFERRED ALTERNATIVE PLAN SMALL AREA PLAN REFINEMENTS

After we receive input from the City we will prepare a preferred alternative that takes the best of each plan, based on input from the technical and advisory committee, and create a preferred alternative. This plan will provide a long term vision of the station area. The plan will show

- Sidewalks
- Building Locations
- Open Space Network
- Bicycle infrastructure
- Landscaping and Street Treatments
- Lighting
- Street furniture
- Storm water retention areas
- Right of way needs to facilitate an appropriate street network
- Review and make recommendations regarding pedestrian and bicycle facilities within the study area.
- Land-use areas (for future regulatory framework)

LAND USE INTENSITY AND DESIGN MARKET EVALUATION

As part of this task we will once again provide land-use intensity alternative to demonstrate market compatibility and tax implications for the preferred alternative.

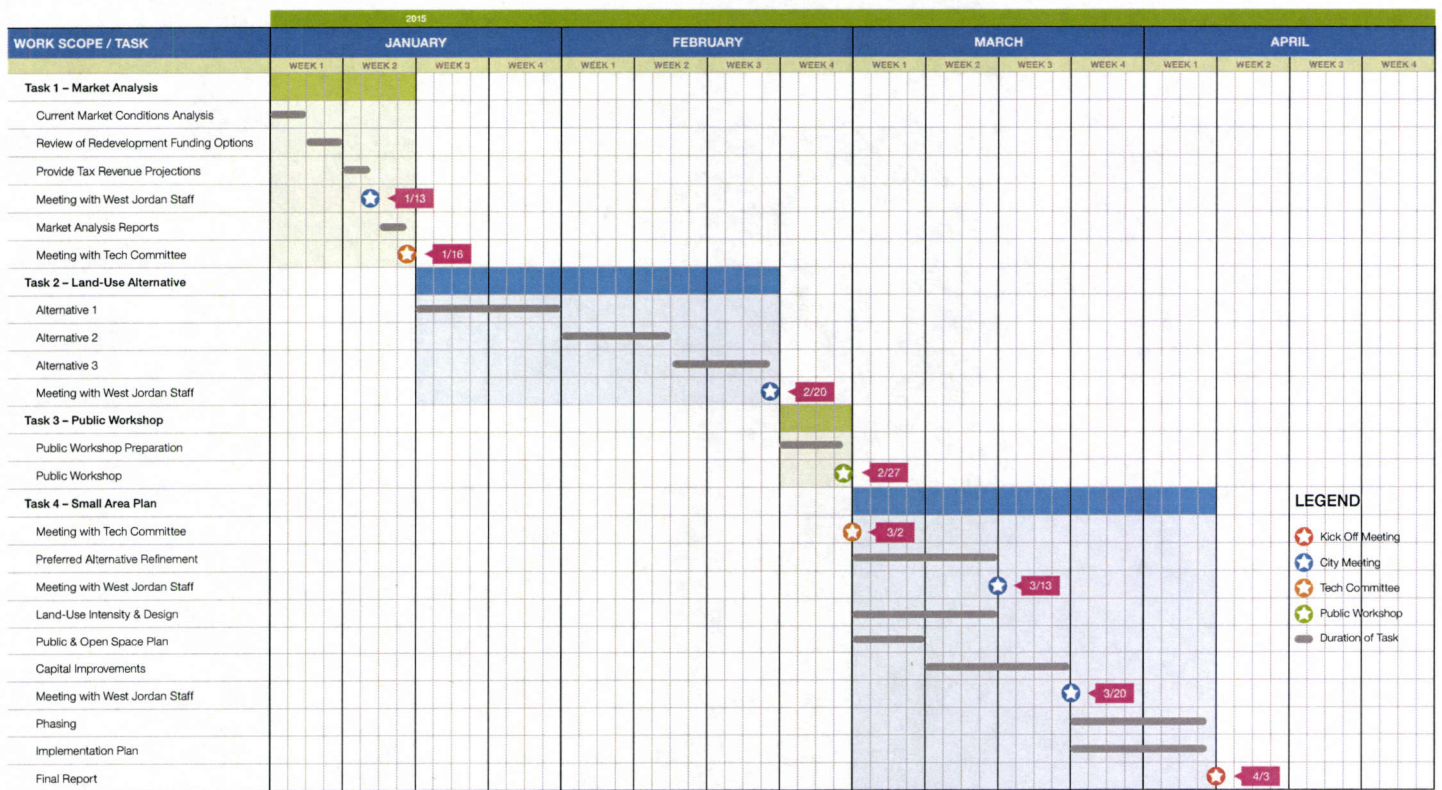
Our team will include recommendations for future regulations for the West Jordan Town Center

- Establish recommendations to City Code and Ordinances.
- Town Center Master Plan Report.

Our last series of reports will look at phasing for the implementation of the West Jordan Station Area Plan. This report will provide guidance on the following:

- Development phasing/ Capital improvements Summary
- Steps for future implementation checklist
- Zoning Amendment Recommendations:
- Final Report and Adoption
- Final Small Area Plan three hard copies, electronic PDF, all native files used to produce graphics and the final document
- Preliminary development plan

Schedule 3



- LEGEND**
- ★ Kick Off Meeting
 - ★ City Meeting
 - ★ Tech Committee
 - ★ Public Workshop
 - Duration of Task

Project Team

4

Description of Proposed Team

IBI Group was founded on the basic principles of “city building” where urban land, transportation, systems and facilities are balanced and sustainable solutions can be realized. IBI Group will provide management and leadership in TOD, mixed-use development, transportation systems, urban design, landscape architecture, architecture, civil engineering, “placemaking” and form based code regulations and standards.

Key IBI Group Personnel assigned to Station Area Plan:

Ray Whitchurch, PLA

ASSOCIATE-IN-CHARGE, PLANNER & LANDSCAPE ARCHITECT – IBI GROUP

Ray Whitchurch will act as Associate-in-Charge on this project. He is known as a Landscape Architect and planner of large-scale federal, state, municipal, institutional, mixed use villages, commercial, and residential projects. His experience is in all phases of design and in both the public and private sector. Mr. Whitchurch brings an experienced approach to creative problem solving.

- Gardner Station, West Jordan, UT
- Sandy 2030 Area Plan & Downtown Plan, UT
- Sandy City, Form-Based Code, Sandy City, UT
- Civic Center & Transit Development Master Plan, Sandy City, UT
- Central Pointe Station Area Plan, South Salt Lake City, UT
- Marmalade Library & Mixed Use Master Plan, Salt Lake City, UT
- Redstone Village Design Guidelines – Summit County, Utah*

Lars Erickson, ASLA, AICP, LEED AP

PROJECT MANAGER, PLANNER, & LANDSCAPE ARCHITECT – IBI GROUP

Lars' role on the project will be as Project Manager and will oversee the day to day work and coordination with the Client. Lars is a registered landscape architect and certified planner and he brings diverse planning, urban design and implementation experience to the project with emphasis in integration of the built form and the public realm. Relevant project experience includes:

- West Valley City Center Master Plan, UT*
- Comprehensive Plan Update, Frisco, TX*
- Main Street/Central Rezoning Initiative, Richardson, TX*
- West Spring Valley Corridor Plan, Richardson, TX*
- Garland Road Corridor Vision, Dallas, TX*
- Commercial District Plan, Fairview, TX*

David Nicholas, PLA

URBAN DESIGN – IBI GROUP

Dave brings 25 years of project management and urban design experience with emphasis and sensitivity to placemaking and the public realm. Dave has managed complex, multidisciplinary project teams and brings a youthful passion to creative problem solving and interpersonal relationships. Most recently, he has managed urban redevelopment plans in South Salt Lake and Sandy leveraging transit-oriented principles to create long-term growth strategies and capturing value along the State Street corridor. Additionally, Dave managed the Historic Park City Improvement Plan to promote pedestrian uses and attractions and act as a long term road map along the Main Street corridor in Old Town Park City. With Dave, you are guaranteed a dedication project manager, passionate designer and high level thinker bringing broad balance to a complex team while demanding excellence and action.

- Sandy City Center, Sandy, UT
- Sandy East Village TOD, Sandy, UT
- Monrovia Station Square, Monrovia, CA
- Historic Park City Improvement Plan & Streetscape, UT
- Orem State Street Corridor Master Plan, Orem, UT

Jeff Dzikowski, MLA, MRED

PLANNER & LANDSCAPE ARCHITECT – IBI GROUP

Jeff will provide technical staff support on the project. Jeff's education in landscape architecture and real estate development allows him to take a broad approach to design problems that emphasizes solutions which return value to all stakeholders in the design process. Jeff enjoys working across a range of scales and contexts and he is especially adept in the areas of urban infill, transit-oriented development, sustainable practices, and resort development.

- Gardner Station, West Jordan, UT
- Sandy City Center, Sandy, UT

Project Team

4

- Sandy East Village TOD, Sandy, UT
- Garland Road Corridor Vision, Austin, TX
- Monrovia Station Square, Monrovia, CA
- Daybreak, South Jordan, UT*
- Orem & Provo Intermodal Hubs, Orem & Provo, UT*

**Denotes work completed with previous employer*

Scott Bolton, LEED AP

INFRASTRUCTURE/CIVIL DESIGN – IBI GROUP

Mr. Bolton has 22 years of experience in Civil Engineering design. Scott also provides additional expertise in drinking water system modeling, wastewater system design, storm drain facilities, and surface improvements for a variety of civil engineering projects. As part of the Block 70 Mid-Block Connections team, Scott will work with City Staff to assess and document public infrastructure in the study area, focusing on sewer, domestic water, and storm drain facilities. IBI Group will use the information available from the City to examine the existing conditions and the capacity of these facilities while looking for creative solutions to integrate, update or accommodate new infrastructure. Hours committed to the project are outlined in the Proposed Cost section of the proposal.

Cody Deeter

VICE PRESIDENT – LYRB

Mr. Deeter specializes in providing the breadth of services offered by LYRB to Utah local governments including: capital facility finance plans; user rate fee/impact fee structuring; debt structuring and marketing; investment advice services; economic development services; SID/SAA administration service; RDA administration services; and general financial/budgetary advice.

Mr. Deeter manages the ten-member Production Team that produces all work product at LYRB ensuring all work product is high-quality, timely and value-added to the client.

Mr. Deeter has experience with large Cities and Counties such as Sandy, St. George and Davis County to mid-sized local governments such as Eagle Mountain, Tooele, and Bountiful to smaller local governments such as Perry City, Brian Head Town, San Juan County, and Box Elder County.

Mr. Deeter graduated from Utah State University with a degree in Political Science with an emphasis in Local and State government and also graduated with a Master's degree in Public Administration with an emphasis in Local Government and Finance from the Romney Institute of Public Management at the Marriott School of Business at Brigham Young University.

Kelly Pfof

SENIOR ANALYST – LYRB

Ms. Pfof has been involved in projects regarding economic development studies, impact fee analyses, long-range financial forecasting, recreation business plans, and user rate studies. She is currently assisting Box Elder County and Orem City create redevelopment project areas. Ms. Pfof brings six years of local government experience working in management, finance, recreation, and economic development. She understands the local government perspective and helps ensure the products delivered will best meet the needs of the municipal clients we serve.

Ms. Pfof graduated with a Bachelor's Degree in Organizational Communications from Brigham Young University—Idaho and a Master's degree in Public Administration with an emphasis in Local Government from the Romney Institute of Public Management at the Brigham Young University Marriott School of Business.

Darin Bell, AIA

DESIGN DIRECTOR – BABCOCK DESIGN

As Design Director for Babcock Design Group, Mr. Bell brings a broad range of experience to your project. He has worked as architectural designer on several master planning urban development and retail projects, hospitality projects, renovation and new construction of hotels in diverse parts of the world, as well as notable collegiate projects on the campuses of Brown and Tufts University. Municipalities have also benefited from Mr. Bell's vision and talent with significant master-plan projects in Utah: Salt Lake City, Ogden, and Holladay. His attention to proportion, scale and detail is evident in several mixed use and institutional projects in the intermountain west.